



LOS ANGELES COUNTY  
**CONSUMER &  
BUSINESS AFFAIRS**

Brian J. Stiger  
Director

Los Angeles County  
Board of Supervisors  
Hilda L. Solis  
Mark Ridley-Thomas  
Shelia Kuehl  
Don Knabe  
Michael D. Antonovich

July 30, 2015

To: Patrick Ogawa  
Acting Executive Officer

From: Brian J. Stiger  
Director 

Subject: **REVIEW OF BOARD POLICY NO. 5.010 – CBE UTILIZATION GOAL FOR COUNTY CONTRACTS**

In response to your June 8, 2015 request, we have completed our review of Board Policy No. 9.010 *CBE Utilization Goal for County Contracts*.

This is to recommend removing the Internal Services Department (ISD) and adding the Department of Consumer and Business Affairs (DCBA) as the responsible department. On January 13, 2015, the Board of Supervisors approved the transfer of functions and personnel of the County Office of Small Business from ISD to DCBA.

Therefore, as noted in the attached document, DCBA recommends that the fourth section of Board Policy 5.010 be amended by striking out the words "Internal Services Department" and replacing it with "Consumer and Business Affairs".

Also, as noted in the attached document, DCBA recommends that the fifth section of Board Policy 5.010 be amended with an extended sunset review date of four years to October 3, 2019.

Should you have any questions, please contact me at (213) 974-9750, or your staff may contact Debbie Cabrera-Johnson, Chief, Consumer Affairs Representative, at (323) 881-3958.

BJS:DCJ:WMM

Attachment

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500 W. Temple St., Room B-96 • Los Angeles, CA 90012-2706 • toll-free 800.593.8222 • phone 213.974.1452 • fax 213.687.1137

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# Los Angeles County BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
<b>5.010</b>	<b>CBE Utilization Goal for County Contracts</b>	<b>11/15/94</b>

(See also [5.130](#))

## PURPOSE

Establishes Countywide Community Business Enterprise Program participation goals.

## REFERENCE

November 15, 1994 Board Order, [Synopsis 47](#)

## POLICY

On July 30, 1991, the Board of Supervisors adopted the Los Angeles County Minority and Women-Owned Business Enterprise (MWBE) Program. This Program was adopted primarily to ensure that minority and women-owned businesses enjoy full and equal access to all the County's procurement and contracting activities.

On November 15, 1994, on the recommendation of the Second District, the Board of Supervisors voted unanimously to rename the program the "Los Angeles County Community Business Enterprise Program" (CBE).

The CBE program establishes a 25% overall annual participation goal, determined by the total dollars awarded, Countywide and for departmental and other County contracting authorities. Participation goals will be established on an individual contract basis, based on Program participant availability and capacity in each specific contracting area. Participation goals are to be established for construction contracts funded by the County (those receiving federal monies shall follow participation requirements specified by the funding agency), service contracts exceeding \$25,000 and contracts for commodities.

## RESPONSIBLE DEPARTMENT

~~Internal Services Department~~ [Department of Consumer and Business Affairs](#)

## DATE ISSUED/SUNSET DATE

**Issue Date: October 3, 1995**  
**Review Date: December 18, 2003**  
**Review Date: October 18, 2007**  
**Review Date: April 19, 2012**  
**Review Date: August 20, 2015**

**Sunset Review Date: October 3, 2003**  
**Sunset Review Date: October 3, 2007**  
**Sunset Review Date: October 3, 2011**  
**Sunset Review Date: October 3, 2015**  
**Sunset Review Date: October 3, 2019**